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Parks and Recreation Minutes 12/11/2001

Park and Recreation Commission Minutes

Tuesday, December 11, 2001 at 7:30 p.m.

Meeting Minutes - Approved

The Parks and Recreation Commission meeting came to order at 7:45 PM in the Recreation Sports Center.

Commissioners Present: Don Vitters, Leslie Mayer, Mark McCabe and Bernice Jones *Staff Present:* Jon Jalbert and Patsy Kraemer

Others Present: Peirce School- Sharon Stafford, Mary Brooks, Marilyn Flaherty, Judi Paradis; Robert Clarke, John G. Crowe Asc.; Stefan Chaires, DRA; Ron Beaudoin, Arlington Baseball Commission

1. Peirce School Architect Presentation:

Mr. Robert Clarke and Mr. Stefan Chaires presented the layouts of Peirce School playground and play areas. The contractor working at the school destroyed the old play ground structure and Mr. Clarke will be asking the contractor for credit for the destroyed playground. Concerns were raised about having play structures that are age appropriate and having a gate to access the park from Park Ave. Mr. Clarke explained that his firm hires a separate consultant to work on the playground structures and there will be another meeting to discuss the specifics.

Leslie Mayer made a motion to accept the plan with the current level of detail with the knowledge of other details to be discussed later. Motion was accepted.

2. Andrew Leonard Update

A. Summer Street-Andrew Leonard presented the layout plan for Summer St. and additional options requested by Babe Ruth. The project will fit in the appropriated budget, minus the raising of the infield (\$12,000) and with the added funding from Babe Ruth to cover: extending the backstop 24' each side, 4' fence and warning track in right field, and pitching warm-up areas.

B. Parallel Park-Andrew Leonard is still working with the contractor to finish this project.

C. Crosby- The commission will have an informative session at the January Commission meeting to review construction on Crosby. Need to notify newspaper, write letters to abutters, and contact East Arlington Good neighborhood group and Dearborn academy.

-Tennis courts need to be completely re-done as a future project.

-Existing play structure is still good and looking to add a few structures to the existing structure.

-Basketball court will be moved to the existing practice tennis court.

-Will be able to create a 6v6 soccer field (dimensions 30x60).

-Putting fence between soccer field and basketball court.

-Construction to start in spring '02 and be done May 15th, '02.

-Sequence of alternatives: seeding, sodding, water fountain, tennis backboard.

3. Patsy Kraemer report on Recreation Enterprises

Patsy Kraemer presented the preliminary budget proposal for FY03. The major notes are the Recreation Budget to increase by 10% and the Rink Budget to increase by 15%. Discussions were around increasing fees, paying for capital projects in the Rink through the reserve fund. Salaries for the Superintendent and Recreation Secretary will be adjusted through both budgets to accurately account for time and overall responsibility. Also, there will be an additional full-time program staff person to generate

new programs and revenues. The Commission requested researching fees for programs in the surrounding recreation departments before issuing any fee increases. Patsy's next step is to present the proposed budget to the Town Manager.

4. Sports Improvement Committee

Mr. McCabe updated the Commission on the Sports Improvement Committee. Mark stated the Improvement Committee has postponed future meetings until the issue of who they report to, either Town Manager or Parks Commission, is settled. Mark had suggested to the co-chairs of the Improvement Committee to meet with Don, Patsy and the Town Manager to figure this scenario out. Mark further stated the committee is now looking at the full scope of the Sports Center and not just heating. Patsy added the committee's original charter from the Town Manager was to look at putting heating in the ice rink and not the full scope of the Sports Center. Don, Patsy and Jon will meet with the Town Manager to discuss the Improvement Committee's role.

Ms. Jones motioned to notify the Arlington Sports Center Improvement Committee that all actions are on hold until the Park Commission reviews the charter of the committee with the Town Manager. Motion approved unanimously.

5. Robbins Farm and Spy Pond contract update:

Mr. Vitters reported to the Commission about his contract negotiations with Carol Johnson and Associates, the landscape architect chosen for Spy Pond and Robbins Farm. The available funds for Spy Pond will cover the update of the Master Plan, Phase I Preliminary Design and permitting. The fee for future phases will be negotiated with CRJA based on the actual scope of work described in the Phase I design. There may be some additional funding for permits associated with the grant from DEM for water quality improvements to Spy Pond.

The fee for the update of the Robbins Farm Master Plan will include additional field investigations by Pine and Swallow and cost estimates to insure that the scope of Phase I can be completed for the available funds. Additional fee reductions include a performance specification for the irrigation system and limiting the final design to the Phase I project.

CRJA is preparing a contract, based on the above understanding, for approval by the town and will start work in early January 2002.

6. Recreation Report:

Mr. Jalbert reported the Winter Brochure is out and the programs are filling up fast.

7. Thorndike Field:

Leslie Mayer presented a letter she drafted to all users of Thorndike regarding the field being out of use until further notice. The Commission motioned to accept the letter, update letterhead and send it out. Motion approved unanimously.

Don expressed his frustration on the article in the Arlington Advocate.

The Commission would like to add to next meeting's agenda discussion about field usage for the spring. Jon explained that he mailing a letter by the end of December to all Springfield users to submit their request by the end of January. Many already have been inquiring about the letter.

8. Minutes

The Commission reviewed the minutes of November 13, 2001. After 2 corrections, Mr. McCabe motioned to approve the minutes and approved 4-0.

The Commission adjourned at 11:50 pm.

Jon Jalbert, Superintendent of Recreation, took minutes

